

Paragraph 8 of the DDI's Financial Guidance states: "In paragraph one I noted the need to continue seeking opportunities to effect further savings in funds and positions. You will have your own ideas about how you might approach this problem, but there are a number of areas where I believe attention will prove rewarding. You are requested to consider, and submit recommendations by the dates indicated:

"a. Reexamining and reevaluating, in coordination with the DDS&T and D/NIO, our intelligence production. I have in mind a reexamination of our customers' actual needs (general and specific) and the design of our publications (reports and memoranda) family to serve them best. We have made some progress in producing new products, but I look for further refinements in methodologies and management to enhance our responsiveness and improve the quality of our output without sacrificing coverage of areas or topics of prime importance. I encourage you to pursue the development of appropriate training to help us modernize analytical techniques. Your recommendations for constructive steps that can be taken in these and related directions are requested by 31 December 1974. "